

LETTER OF APPEAL

4/15/2015

To whom it may concern:

The following is a letter requesting an appeal of a decision made dismissing an invoice extension request for BEN 23593 (Torah Institute of Baltimore). These dismissals affected funding years 2011-2012 for services provided by Quantum Communications (SPIN #143035223).

The school is requesting reconsideration for a credit refund for the funding years mentioned below:

FY 2011: SLD Invoice #2166176	471 Application #813281	FRN #2210720
FY 2012: SLD Invoice #2166177	471 Application #869063	FRN #2369499

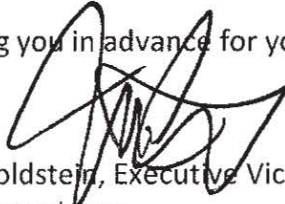
We received electronic notification on 3/20/2015 regarding this issue and to date have not received a "hard" paper copy explaining the reason for dismissal.

Our school currently depends on volunteers from our parent body to file all E-RATE forms. Despite that this task is being "outsourced" and relies heavily on much paper documentation needed and provided by both USAC and various departments within the school, we feel that our parent volunteers have always performed this task in both a timely and efficient manner.

Several years ago the school decided to change service providers for their local and long distance telephone service, significantly reducing costs for these services. The budget of our school is extremely dependent on the funds allotted and in no way did the school want to put those funds at risk. Prior to this change, some of our previous service providers offered an option to receive automatic credits to our monthly statements, saving us from having to file a separate BEAR Form for their services. This certainly was the understanding that we had with our new service provider when we went into contract with them. It was only after several years that the business office identified that the E-RATE funds were not automatically credited or reimbursed, neither on our monthly statements, nor as a "lump" sum at the end of our funding years, as we had become accustomed to. Immediately the parent volunteers were contacted to attempt to retrieve the funds that had been allotted. We spoke with several E-RATE representatives regarding this issue and after explaining the situation and reasons for this oversight, we were advised to file an invoice extension request, which would most likely be honored. It came as quite a surprise to us when we received notification that our request had been dismissed.

If further clarification of this issue is needed, please contact me.

Thanking you in advance for your reconsideration,



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